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Executive Assistant to DCI

29 August 1952

Director of Training

Weekly Summary Report

1. Language Services Division reports that to date enrollment for special courses supported by the Office of Training at the Foreign Service Institute and [redacted] is as follows:

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2 for Iraqi-Arabic (6 months)

2 for Hindi (12 months)

1 for Burmese (9 months)

1 for Thai (9 months).

2. The Russian Language Area course of 12 months' intensive study sponsored by the Office of Training at the [redacted] has to date six enrollees.

25X1

25X1

3. A combined total of 139 students is presently enrolled in the introductory and self-study courses in the Language Training Center of the Office of Training. In addition, the Laboratory was used for a total of 421 student hours during the preceding week.

4. The fourth Junior Officer Training Program graduated 27 students on 22 August.

5. The Summer Seminar Program was concluded by [redacted]

25X1

The subject was "Economic Planning in the Soviet". There was a capacity registration for this seminar with an estimated forty additional applicants turned down because of the lack of space. The need for such programs in the Agency has become evident by the response received in each program.

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6. Arrangements have been made for the third in a series of bi-weekly presentations conducted by the Assistant Deputy (Administration) for Security on "Security Problems Affecting Covert Offices". This presentation will take place on 3 September with Colonel Sheffield Edwards speaking.

7. Arrangements have been completed for the second State Department reading improvement class scheduled for 29 September. The number to be enrolled in this class has not yet been determined.

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8. At the request of the Assistant Director for Intelligence Coordination, special tutorial reading improvement classes have been arranged for him and designated members of his staff.

9. At the request of the Office of Operations, a reading improvement course [] has been scheduled for 2 September.

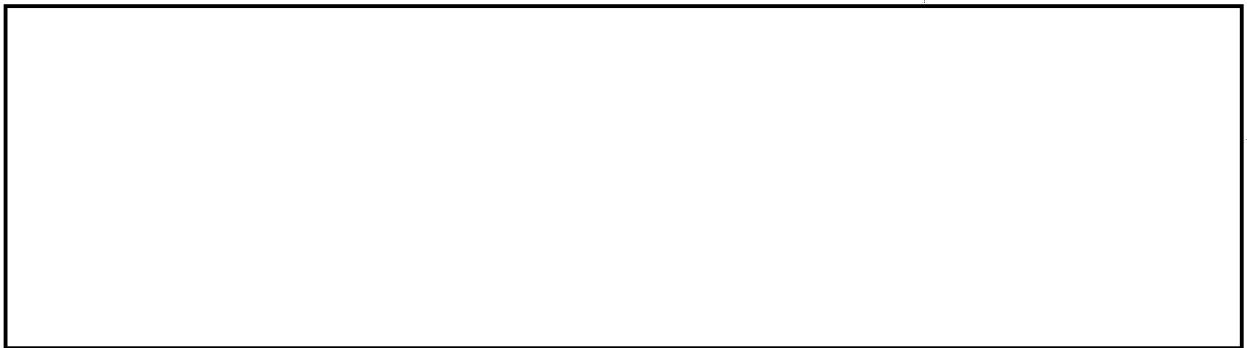
25X1

10. Arrangements have been made for a Clerical Orientation Program scheduled to begin on 22 September. A one-day orientation program for clerks and two days for stenos and typists is planned.

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11. Completion of training at [] by the present [] group is tentatively scheduled for 25 September 1952. The utilization of the members of this group has not yet been determined.

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14. As of 29 August, 307 CIA personnel are enrolled in TR(S) training courses and 433 in TR(G) training courses, making a total of 740 in training programs under the jurisdiction of OTR as a whole.

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cc: DD/P
MB:mrf

MATTHEW BAIRD

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